

STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE

QUARTERLY MEETING – July 22, 2010

University of Illinois at Springfield

Chair Barney Bryson called the meeting to order. Roll call was taken, and a quorum was present.

Present: Maureen Bendoraitis, Julie Benedict, Jay Brooks, Barney Bryson, Sara Clayton, Susan Courson, Janet Davis, Gary Fry, Debra Hilligoss, James Jones, Darlene Kendall, Kim Kirchner, Cristina Milliken, David Ryan, David Turner, and Linda Wense

Absent: Paul Kruszynski

Guests: Ms. Monica Kroft, HR Office, and Donna Johnson, retired UIS, EAC rep

Report of Designated Employer Representative (DER) of Host Campus:

On behalf of the Provost, and Chancellor, Mr. Bob Lael, UIS Acting Director of Human Resources, welcomed the EAC Committee to UIS. UIS is celebrating its 40th Anniversary as an upper level institution. After a brief history of UIS, Mr. Lael recognized EAC's contribution to the Civil Service System and to all employees.

Minutes:

Linda Wense made a motion to approve the minutes of the April 2010. Janet Davis seconded. A roll call vote was taken.

Maureen Bendoraitis	Aye		Janet Davis	Aye		Chris Milliken	Aye
Julie Benedict	Aye		Gary Fry	Aye		David Ryan	Aye
Jay Brooks	Aye		Debra Hilligoss	Aye		David Turner	Aye
Barney Bryson	Aye		James Jones	Aye		Linda Wense	Aye
Sara Clayton	Abstain		Darlene Kendall	Aye			
Susan Courson	Aye		Kim Kirchner	Aye			

Motion passed.

Review of Correspondence

Ms. Cheryl Westlund, University of Illinois, College of Law, wrote a letter to Mr. Tom Morelock and he forwarded to Chair, Barney Bryson. Ms. Westlund had concerns with the current procedure for elections as per the by-laws of SUCSAC. After discussion, the committee asked Barney to speak with Ms. Westlund and the UIUC HR department for further clarification.

Mr. Morelock offered to research an on-line system approach for EAC elections. Mr. Morelock will report when complete. After much discussion the committee requested that all venues remain fair to all involved.

Linda made a motion requesting Mr. Morelock research and review secure electronic means to vote for EAC elections. Kim Kirchner seconded. A roll call vote was taken.

Maureen Bendoraitis	Aye		Janet Davis	Aye		Chris Milliken	Aye
Julie Benedict	Aye		Gary Fry	Aye		David Turner	Aye
Jay Brooks	Aye		Debra Hilligoss	Aye		Linda Wense	Aye
Barney Bryson	Aye		James Jones	Aye			
Sara Clayton	Aye		Darlene Kendall	Aye			
Susan Courson	Aye		Kim Kirchner	Aye			

Motion passed.

Public Comments:

There were no requests for public comment.

Report of Chair – Barney Bryson

Barney asked the committee to reflect on our representation as an advisory committee and how we can educate others on the importance of our statute and role on campuses. Please forward any ideas to Barney. He also encouraged the importance of developing a professional relationship with respective merit board members. Barney asked that each EAC member is present at the next Merit Board meeting in August to be introduced.

Barney met with JCAR and they were not able to pinpoint the issue with miscommunications.

SURS Update – Susan Courson

The committee discussed the handout provided. Susan was happy to announce the hiring of the new Executive Director, Mr. William Mabe.

Report of Executive Director – Tom Morelock

Agency Budget Report

- FY2010 budget – The budget was set at last fiscal year's but may be some reserve. Spending is conservative due to unstable budget crisis.
- The leasing arrangement was renegotiated with the current leasor to include reduced leasing space and also reduced dollars per square foot charge. Final lease cost will be under the current amount.
- The System Office is actively looking and accepting applications for an I/O Analyst.

Audit Program Update

Cindy Neitzel provided a schedule of audit activities as follows:

- Finalized:
 - UIUC
 - U of I Springfield
 - Northeastern
 - IBHE
 - DSCC
- Completed:
 - SIU Carbondale
 - System Office
 - Western
 - SIU Edwardsville
 - U of I College of Medicine Peoria
- ICCB – report out soon.

Please refer to the website for other information.

The System newsletter went out last week and is on the website. The System Office received a request to appear at an Illinois Senate hearing regarding employment practices at UIC.

Classification Plan Update

Jeff Brownfield provided an update on classification plan activities. Below are the activities in the following classification series:

- Accounting Series –Pre-testing nearing completion.
- Customer Service Reps – Finish effective Aug 15.
- Police Sergeant –The test is in place.
- Administrative Assistant, Program Administrative Assistant, Administrative Aide - data gathered with C-JASI found all classifications are similar in nature. Combining the classifications will streamline the professional classes.
- Cooks and Food Service Worker - Combining classes
- Media Constructional Classes – There are approximately 20 classes to break down to approximately 6. The specifications and exams are also outdated.
- Pilot Program – The pilot program no longer exists; however, the positions remain and are maintained by the University.
- Pipe Fitter and Pipe Fitter Welder Series – The Pipe Fitter Welder has been deleted. The process will be completed soon.

Legal Update

Mary Follmer provided a brief legal update.

- One UIUC request for hearing at August Merit Board meeting.
- Three Pending EIU, UIC, and UIUC
- Two Resolved
- Review of Director case in Northern is back to the hearing process

Linda Wense made a motion to adjourn. Debra Hilligoss seconded the motion. The meeting adjourned.

STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE QUARTERLY MEETING July 23, 2010 University of Illinois at Springfield

Chair Barney Bryson called the meeting to order. Roll call was taken, and a quorum was present.

Present: Maureen Bendoraitis, Julie Benedict, Jay Brooks, Barney Bryson, Sara Clayton, Janet Davis, Gary Fry, Debra Hilligoss, James Jones, Darlene Kendall, Kim Kirchner, Cristina Milliken, David Ryan, David Turner, and Linda Wense

Absent: Paul Kruszynski, Susan Courson,

Maximum Vacation Accumulation for Non-Exempt Civil Service

The committee discussed the process of current practices of vacation accumulation and usage for respective universities.

Quarterly Employee Data –

Academic Professional Review

The System office is reviewing the Academic Professional positions carefully in the audits. The Committee is concerned that there will be more issues with Academic Professional positions with the close of the Pilot Program.

Staff Reduction and Precautionary Measures/Avoidance

The committee discussed issues of lay-off and contract appointments. Reorganizing and downsizing are issues at some campuses and the main concern is for the re-auditing of positions and possible downgrades.

Report of Executive Committee - Sara Clayton

No report

Report of Legislative Committee – James Jones

James Jones presented the update on the State budget situation. Pension is popular and often misinterpreted in the media and many people are writing editorials to try and educate those not familiar with the pension system and to dispel incorrect information. James discussed the Senate bill 750 and House bill 174.

Report of Election Committee – Linda Wense:

Four elections will be held October 19; Western, Chicago State University, University of Illinois at Springfield, and Southern Illinois University School of Medicine at Springfield. The committee discussed ways to educate employees on their campuses about EAC and to reverse the apathy that is seen on some campuses.

With new members starting in June, Linda Wense asked the System Office if they could provide information on various subjects for each of the scheduled meetings. This would help the new members be better acquainted to the processes and a great refresher for the current members. EAC will set aside time in each quarterly meeting to accommodate this request.

Recognition of Donna Johnson for Service and Retirement

The committee recognized Donna Johnson, Retired UIS, EAC Rep, for her service and commitment.

Other items:

The committee discussed the consideration and research for a “mentor program” for new EAC members. One current member would be a mentor to the newly appointed member to help them acclimate into their role. A voluntary panel would provide that service. Julie will compile names for volunteers.

David Turner made a motion to adjourn. Sara Clayton seconded. The meeting adjourned.

Respectfully submitted,

Julie Benedict, Secretary

Barney Bryson, Chair